

NHS Dorset Clinical Commissioning Group
Governing Body Meeting
Scheme of Delegation

Date of the meeting	18/09/2013
Author	C Lakeman, Governing Body Secretary and General Counsel
Sponsoring GB member	T Goodson, Chief Officer
Purpose of report	To advise Members of proposed minor changes to the Scheme of Delegation to enable HR policies to be approved by the Chief Officer.
Recommendation	The Governing Body is asked to Approve : a) A change to the Scheme of Delegation to enable the Chief Officer to approve all business and Emergency Planning and Human Resource policies (except actual remuneration).
Resource implications	Nil.
Link to strategic principles	<ul style="list-style-type: none"> • Services designed around patients • Preventing ill health and inequalities • Sustainable healthcare services • Care closer to home
Risk assurance Impact on high level risks	None
Privacy impact assessment	Stage 1 PIA completed. No further PIA needed.
Outcome of equality impact assessment process	None required as this relates to a delegation.
Actions to address impact	N/A.
Legal implications	None.
Freedom of information	Unrestricted.
Stakeholder Engagement	N/A this relates to a delegation.
Reason for inclusion in Part 2	N/A
Previous Committees/Governing Body	This is the first occasion on which the Board has been asked to consider the requested delegation.

1. Introduction

- 1.1 The present Scheme of Delegation delegates approval of Business Continuity, Emergency Planning and Human Resource policies to the Governing Body (from the membership). The Governing Body is being asked to reconsider this delegation.

2. Report

- 2.1 The original Scheme of Delegation delegates from the membership to the Governing Body, the authority to approve Business Continuity, Emergency Planning and Human Resources policies (except actual remuneration). This would result in a plethora of policies being submitted to the Governing Body for alteration or approval.
- 2.2 This is clearly and inefficient use of Governing Body time and approval is sought to delegate approval of Business Continuity, Emergency Planning and Human Resources policies to the Chief Officer.
- 2.3 The majority of these policies will be operational policies which rightly fall to be determined by (nominally) the Chief Officer. It will be a matter for the Chief Officer to delegate responsibility further as he may see fit and in all probability is likely to ask the Director of Engagement and Development to attend to the matter.

3. Conclusion

- 3.1 The Governing Body is asked to approve the Delegation of Approval of Business Continuity, Emergency Planning and Human Resources Policies for employees and other persons working on behalf of the group, to the Chief Officer.

Author's Name and Title: Conrad Lakeman, Governing Body Secretary and General Counsel

Telephone Number: 01305 368 901